

10:00

22 September

LIAISON 3-5

15 SEP 1959

MEMORANDUM FOR: Deputy Assistant Director/Research and Reports
FROM : Chief, Intelligence Production Staff/SI
SUBJECT : Request for Orientation Visits

1. Confirming our telephone conversation, this memorandum requests orientation visits for myself and [REDACTED] with personnel in the Office of Research and Reports (ORR) indicated at TAB A.

25X1A9a

2. The purposes of such visits are as follows: 1) to get a clear understanding of organization, mission and function, and personnel of ORR; 2) to become familiar with the areas of research in ORR in order to prevent any unnecessary duplication of work between OSI and ORR; 3) to become familiar with ORR in order that draft OSI publications may be routed to appropriate areas for review and comment; 4) to discuss means of effecting maximum coordination between OSI and ORR in the process of producing finished intelligence.

3. If layed on too elaborately these visits could be a bother to you and neither you nor I want this. Simple talks over a cup of coffee, taking a minimum of time, meeting a maximum of people and discussing mutual areas of interest is what I have in mind. Particularly I need to get a perspective of how our Offices can plan their programs with greater benefit to one another and how we should collaborate during the execution of these programs.

4. As I indicated to you, I would be pleased to arrange reciprocal visits here for any of your Staff people who may have similar needs.

25X1A9a



~~CONFIDENTIAL~~

16 SEP 1959

~~CONFIDENTIAL~~

TAB A

1. A brief visit with OAS/ER to get OER perspective. A brief discussion on staffs in OER having duties similar to Production Staff of OSI would help to identify people with whom IFS/SI should deal.
2. A brief visit at the two Area research offices to do essentially the same thing done at OER level. Getting to know staffs at these levels is particularly important.
3. Visits with Division and Branch Chiefs from Analysis Division, Industrial Division, Materials Division, Services Division, Cartography Division, and Geography Division. The purpose here is to discuss their areas of research and to meet the people. Visits to OER can be made at anytime; combined meetings (Division and Branch Chiefs) may save time. We could attend any type briefing which would cause OER least bother.

~~CONFIDENTIAL~~